



Housing Authority of the City of Alameda

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MINUTES

REGULAR MEETING OF THE HOUSING COMMISSION OF THE CITY OF ALAMEDA HELD ON WEDNESDAY, JUNE 16, 2010

The Commission was called to order at 7:05 p.m. by Chair Kurrasch.

PLEDGE OF ALLEGIANCE

1. ROLL CALL

Present: Commissioner Couwenberg, Jones, Pratt, Smith, and Chair Kurrasch

Absent: None

2. CONSENT CALENDAR

Commissioner Pratt moved acceptance of the Consent Calendar. Commissioner Couwenberg seconded. Motion carried unanimously. All items accepted or adopted are indicated with an asterisk.

*2-A. Minutes of the Housing Commission Regular Meeting held May 19, 2010. Minutes were accepted.

*2-B. Budget Variance Report. This report was for information only.

*2-C. Write-Off of Uncollectible Tenant Accounts Receivable. Approved to write-off the attached tenant accounts receivable totaling \$7,542.73.

3. AGENDA

3-A. Quarterly Police Report. Executive Director Pucci said neither police officer was in attendance but they attended last month and reported on crime; there is no significant change between this quarter and the last. Mr. Pucci reported a shooting at Esperanza the first of the month which the police are still investigating.

Chair Kurrasch asked if anyone had been apprehended and Mr. Pucci responded no. Mr. Pucci stated the person survived and was discharged from the hospital after a few days. Mr. Torrey asked how he is doing and Mr. Pucci responded fine.

This report was provided for information only.

3-B. Revise Pet Policy and Adopt Policy on Assistance Animals. Mr. Pucci reported over the past year there has been controversy over the Pet Policy and pets that are currently in some of the units. Additionally there have been inquiries concerning assisted animals. Changes and clarifications have been made to the Pet Policy and a policy is being introduced on Assistance Animals. Other Housing Authorities developed these policies and provided the Housing Authority with input. The Housing Authority now has a better understanding of what the policy should be for Assistance Animals as exemplified in the proposed policies.

Chair Kurrasch was pleased to see, on Exhibit B, the Pet Policy Exclusion for Assistance Animals. This is the type of policy that goes along with HUD lexicon. He thought it was interesting that at Esperanza there have been no new animals or replacement animals since 2009. He asked Mr. Pucci if this was now a pet-free development. Mr. Pucci stated there are still tenants with animals.

Chair Kurrasch stated this is the law, regarding assistance animals, and relayed a personal story while he was on a cruise. Chair Kurrasch said this is an action item to change the Pet Policy and provide a clear policy in terms of Assistance Animals.

Commissioner Pratt moved adoption of a new Policy on Assistance Animals and a revised Pet Policy/Agreement, replacing the Policy on Pets and Assistive Animals. Commissioner Jones seconded. Motion carried unanimously.

- 3-C. Amend the Policy for Management of Authority-Owned Properties. Mr. Pucci explained that with the conversion of Esperanza from public housing to managed housing (owned housing by the Housing Authority) the ACOP, the Admissions and Continued Occupancy Plan which HUD had required, was no longer needed. In December 2009 the Board adopted a policy for management of Housing Authority properties. Although the ACOP was streamlined, staff realized it had been streamlined too much. It was decided to expand part 8 of the plan "Grounds for Denial of Tenancy" and Mr. Pucci referred to page 44. A large amount of the verbiage is from the Housing Authority's current "Move In/Move Out" policy which provides guidance on processing a vacant unit and selecting tenants from the waiting list. Staff wanted to add the "Move In/Move Out" policy into the policy for the Managed Housing units. He stated the Housing Authority's mission is to help low and very-low income families, which is reflected in the broad and low eligibility criteria. He reviewed some of the bullet points and said there are a lot of people on the waiting list that fail to meet the criteria which makes them ineligible for units. As a result the Housing Authority has low turnover, tenants pay their rent, are responsible, and write-offs are very low.

Chair Kurrasch questioned part 20.2 asking if just the section on the definition of termination was to be changed. Mr. Pucci replied affirmative. Mr. Pucci explained that although these are HUD regulations the Housing Authority can use its own discretion on some items. HUD is stricter when it comes to regulations on drug related criminal activity, especially regarding the production or manufacture of methamphetamines and lifetime sex offenders. Chair Kurrasch asked if these strict regulations are permanent exclusions. Mr. Pucci replied yes.

Commissioner Pratt moved adoption of the proposed changes to the Policy for Management of Authority-owned Properties to add specific grounds for denial of tenancy and to clarify where definitions can be found. Commissioner Jones seconded. Motion carried unanimously.

- 3-D. Adopt City of Alameda Housing Authority Affordable Housing Development Policies and Guidelines. Mr. Pucci explained that Chair Kurrasch and Commissioners Pratt and Couwenberg have been on an ad-hoc committee for affordable housing development. There have been a number of meetings which also included staff; Debbie Potter, Eileen Duffy, and Mr. Pucci. Discussed were establishing guidelines for development projects. The Housing Authority established guidelines in the early 1990's and are antiquated. The new guidelines are general in scope but they have thought and meaning behind them. He introduced Debbie Potter, Development Services Manager, to present the Affordable Housing Development Policy and Guidelines. Ms. Potter explained the process and criteria for setting the guidelines. Ms. Potter asked if there were questions.

Commissioner Jones asked what the median income is in Alameda. Ms. Potter replied for a family of four is about \$88,000 per year, this could be a two income family but it must be a family of four.

Chair Kurrasch commented about the interesting meetings with Ms. Potter and also believed the old guidelines were very antiquated. He said although the guidelines fit 15 years ago that is no longer the case. He is very pleased with the outcome.

Commissioner Jones asked about "gap" financing. Ms. Potter said this is the amount of money needed to put into a project to make it feasible. She described various scenarios and said it is about partnering with different funders. She said it is typical in affordable housing to have five or six funding sources.

Commissioner Couwenberg asked how many communities are we participating in this joint venture structure. Ms. Potter said the County has HOME funds which are federal dollars. She said other programs are from State funds and the Federal Tax Credit

program, Development fund, City HOME funds and other affordable housing money. Mr. Pucci added that some developers are able to get private financing through other sources. Ms. Potter went on to say that Project Based Section 8 is helpful for allowing developers to get private mortgages.

Discussed the attached City of Alameda Housing Authority *Affordable Housing Development Policies and Guidelines* and adopt the *Guidelines* following any discussion and modifications. Commissioner Pratt moved adoption of the Affordable Housing Development Policies and Guidelines. Commissioner Cuwenberg seconded. Motion carried unanimously.

- 3-E. Purchase of the Property at 2216 Lincoln for Development of 14-19 Affordable Housing Units. Chair Kurrasch said this is land the ad hoc committee has been discussing for future development of affordable housing units. The property is currently a vacant parking lot which is not used by the City. It previously had been used by City staff for parking before the parking garage was built. The committee proposes using the property to help house handicapped people. Mr. Pucci introduced Debbie Potter and said she worked on this project. Ms. Potter said the City owns the parking lot and has an interest in selling it to the redevelopment agency, the Community Improvement Commission (CIC). The CIC would ultimately quit claim the property to the Housing Authority. The maximum number of units for the lot size is 19. HUD funding is available under Section 811 program for disabled people to live independently. She explained the shortage of disabled housing which allows people to live independently. She said only non-profit developers are eligible to apply for funding and a development partner needs to be selected. She explained the process of selecting a developer and said the ad-hoc committee will help with the evaluation of developer's proposals. On July 6, 2010 staff is scheduled to go to a joint meeting of the City Council and CIC for the approval of the purchase and sale agreement. Ultimately it will go to the Board of Commissioners for approval of the quit claim deed.

A Commissioner asked about the "Guyton exemption". Ms. Potter explained that the Harbor Isle Apartments had a HUD mortgage which required part of it to be affordable for low-income people. The landlord paid off the HUD mortgage which released him from this HUD obligation of cutting rent for low-income people. This triggered a lawsuit from a number of tenants, including Clayton Guyton, which resulted in a settlement agreement. Part of the settlement agreement was that the Housing Authority would be able to fill 350 multi-family units because they were going to be lost. This happened in the early nineties and the exemption has been used at Shinsei and The Breakers at Bayport. She said it is critical because affordable housing is needed. She discussed a Density Bonus Ordinance was approved by the City Council in November, 2009, which will help people in the future use the multi-family housing.

Chair Kurrasch explained that the CIC is the City Council sitting as the Community Improvement Commission which is Alameda's redevelopment commission. He explained the City Council is going to sell something to themselves as another commission who then will quit claim it to themselves as the Board of Commissioners. Ms. Potter added the CIC will pay for it and the Housing Authority will get it for one dollar.

Commissioner Pratt moved the Housing Commission recommend to the Board of Commissioners that it approve the quit claim of the property from the CIC to the Housing Authority subsequent to the CIC's purchase. Commissioner Smith seconded. Motion carried unanimously.

- 3-F. Recommend Awarding a Contract to DRYCO Construction Inc., to Pave Esperanza Parking Lots. Mr. Pucci said when Esperanza was converted from public housing to Section 8 staff said there would be an increased income stream which would be reinvested back into more improvements. This project is the first of those improvements. Not much work has been done on the parking lots and this bid will allow the Housing Authority to perform the needed work. Four competitive bids were received and \$150K was budgeted. With the contingencies the amount is \$106K, and the Housing Authority is recommending the project go to DRYCO Construction. Mr.

Pucci said DRYCO has done work for the Housing Authority before and have done a satisfactory job.

Commissioner Pratt noted how the first two bids were only \$100.00 apart.

Chair Kurrasch commented how large companies are going after small projects like this because of the state of the economy.

Commissioner Pratt moved Housing Commission recommend to the Board of Commissioners to:

1. Award the contract to DRYCO Construction Inc., including the \$17,780 for contingencies in the amount of \$106,680, and
2. Authorize the Executive Director to execute the contract.

Commissioner Smith seconded. Motion carried unanimously.

Michael Torrey asked if curbs will be repaired. Mr. Pucci responded he was not sure, but the asphalt will be repaired. Mr. Torrey also mentioned front porches need to be paved and repaired. Mr. Pucci said he will make a note of it.

Commissioner Couwenberg asked when this will take place. Mr. Pucci responded in the summer and tenants will be notified in advance to clear the parking lots.

- 3-G. Oral Report from the Nomination Committee. Vice-Chair Joy Pratt reported that the ad-hoc Nomination Committee nominated Art Kurrasch, Chair and Joy Pratt, Vice-Chair. This is for information only and an election will be held at the next meeting in August.

5. ORAL COMMUNICATIONS

Nancy Gormley, Independence Plaza resident, spoke about the Pet Policy. Part of the Pet Policy is not being adhered to regarding the behavior of the animals. Currently there are six dogs at Independence Plaza, only one is a service dog, the remaining are assisted dogs. The behavior of all of the dogs, except the service dog, has been very annoying to all the residents because of constant barking. Ms. Gormley gave many examples and gave a specific example which happened on Monday. She said the non-enforcement of the behavior part needs to be address because the barking is chronic and extremely bothersome. She said it could be because of their training and told of a dog owner going into building 709, a non-dog building. Dogs are also using the halls and the lobby. Chair Kurrasch thanked her for reporting this and is hopeful that action will be taken.

Clarene Jones, Independence Plaza resident, reported on her neighbor. Chair Kurrasch thanked her for working with Norm Ng and Mr. Pucci.

Michael Torrey asked about the annual tour of the housing complexes. Mr. Pucci said it is done every other year, will be done in 2011 next.

6. COMMISSIONER COMMUNICATIONS

Commissioner Smith asked about the upcoming NAHRO conference and the attendees selected. Mr. Pucci said it is not written in stone.

Chair Kurrasch was in Florida and discussed his trip. He said compared to Florida we are very lucky to have good housing stock.

7. ADJOURNMENT

There being no further discussion, Chair Kurrasch adjourned the meeting at 7:57 p.m.

Arthur A. Kurrasch, Chair

Attest:

Michael T. Pucci
Executive Director / Secretary